

1 June 1951

The Honorable Alexander Holtzoff
United States District Court for
the District of Columbia
4th and D Streets, N. W.
Washington, D. C.

Dear Judge Holtzoff:

STATINTL

[REDACTED] an employee of this Agency, has been summoned for jury duty before the United States District Court for the District of Columbia, Criminal Court No. 1, on 5 June 1951.

It is the stated policy of this Agency to encourage jury service wherever possible as a civic responsibility and to request postponement only in those instances where it is determined that the absence of the individual from his or her duties will substantially hamper the operations or commitments of the Agency.

STATINTL

The assurance of [REDACTED] continued availability at this time is of vital concern to the Agency. Her absence now would not be without serious consequences for there is no qualified alternate to act in her stead.

STATINTL

Although we are reluctant to request a postponement of jury duty for [REDACTED] it is our considered judgment that her absence would affect the ability of this Agency to fulfill existing commitments.

STATINTL

We therefore respectfully request a postponement of jury duty for [REDACTED]

Sincerely yours,

15/
[REDACTED]
Assistant Deputy Director

STATINTL

STATINTL

[REDACTED] tac
cc: Subject
Chrono
Signing Official
Central Records